14. Purchase of Information Management Equipment (IME)

In the Europe Region, NAF IME purchase and replacement follows the acquisition policy as outline in Army Regulation 215-1, para 7-31, and Army in Europe Supplement 1 to AR 25-1. The Army in Europe Information Systems Planning and Programming System (ISPPS) is a centralized database that lists complete IME authorizations for every organization in the Army in Europe. Because the database establishes authorization levels for IME configurations, Army in Europe organizations are no longer required to justify individual requests for IME. The ISPPS shows valid and justified requirements. (similar to a common table of allowances (CTA)) for sustaining-base IME. This database—

   a. Provides a baseline for managing IME hardware, software, and services (for example, PCs, laptops, copiers, cellular telephones).

   b. Streamlines the process for requesting and acquiring IME (Army in Europe Supplement 1 AR 25-1, para 3-11).

Per Army in Europe Supplement 1 to AR 25-1, dated 29 January 2003, paragraph 3-11d, when NAF resources are used to acquire IM hardware, software, or services to support a NAF activity, approval will be made by and through the NAF chain of command. Although this approval is outside normal IM channels, it will not interfere with other requirements (for example, the IM-planning process, coordination with the supporting DOIM, compliance with the UIA).

NAF IME is purchased using the Information Management Acquisition Request (IMAR) process as outlined in Army in Europe Supplement 1 to AR 25-1, dated 29 January 2003, paragraph 3-11d. An IMAR is a document requesting authority to implement all or part of an approved information initiative shown in the ISPPS baseline up to the authorization level for the specific IME configuration. Appendix K Army in Europe Supplement 1 to AR 25-1, provides the IMAR format. IMARs will be transmitted to the review-and-approval authority by e-mail process. Requests to purchase replacement NAF IME are processed through local ASG DOIM. Requests for new items not authorized in the ISPPS database must be forwarded to IMA-E, MWRD, Regional Information Services Office for approval.

IMA-E's policy for replacement of IME is planned for and normally replaced according to a 5-year lifecycle unless significant economic reasons or a major change of mission justify otherwise. IME will not be requested to replace existing items only to keep pace with technology or for aesthetic reasons.